

Project LEARN Steering Committee
Minutes: April 18, 2013

In attendance: Kris Abrahamson, Wanda Burzycki, KC Greaney, Eric Thompson, Anne O'Donnell.

1. Approval of Minutes – Wording related to “ILO’s” was clarified. MSC – minutes from previous meeting approved.
2. Report from Academic Senate Liaison:
 - a. Eric and Anne presented at the April 3 Academic Senate Meeting. Senators were advised that ACCJC accountability report, including status of our SLO assessment progress, had been submitted, and that departments need to accelerate process of assessments. Many assessments are already being done; Eric and Anne stressed the need for documentation in Sharepoint.
Storage mechanism, Sharepoint, isn't working as well as we'd like; SLO coordinators are willing and able to help departments and/or individual faculty with assessments, including entering documentation into Sharepoint. Reports of SLO assessment in PRPP need to match what's posted in Sharepoint.
If/when course SLOs match the major or certificate SLOs, then it's possible to use the course SLO assessments in a “bottom up” approach to complete a program/certificate assessment. This may help expedite the assessment process for some departments.
 - b. Eric's sabbatical leave Fall 2013 – Wanda will ask Robin, Ac. Sen. President, to appoint Eric's replacement; committee would prefer a seated senator vs. someone to act as liaison who is not on the senate.
3. Report from SLO Coordinators: Wanda and Anne
 - a. Re: course SLO assessment – need to reduce the “denominator” in our accounting of assessments; many courses have not been offered recently due to budget cuts, so can't be assessed. Is it possible to have an indication of “not offered” in the Name Field?
 - b. Progress on certificate/major SLOs - educational effort
Wanda has been meeting with English; they're making progress in development assessment methods for English pathways and majors. Wanda and Anne are meeting with faculty from Business Administration; also some progress with Computer Studies major and certificate assessments. Many faculty are just asking whether what they're doing is OK; one of our jobs has been to reassure faculty that they're the experts; any look at what constitutes success among their students is an assessment in itself.

- c. Anne will contact Mary Sandberg re: adding an assessment workshop to the fall, mandatory PDA day schedule
4. ACCJC Lumina Grant: Degree Qualifications Profile
KC, Kris, and Wanda will be attending a Lumina Grant meeting April 25-26 at Oakland Hilton, which may provide new ideas re: assessing Institutional outcomes. Top down approach for assessing institutional outcomes may not be a good incentive for faculty to use outcome assessment and to change, as there's no faculty ownership for these outcomes.
5. General Education Outcomes vs. Institutional Outcomes
 - a. ACCJC now requires assessment of GE outcomes. Associate Degree outcomes include ability to "read and analyze"; Bachelor's should include completion of a major project; Master's includes a minor dissertation involving research in the discipline; PhD requires major dissertation with original research.
 - b. ACCJC has previously accepted "Degree" assessment as being an assessment of institutional outcomes, as "degree" students must have completed the GE pattern plus major requirements for an Associate Degree. This approach has excluded certificate students who don't complete a degree. Some programs have assessed student achievement of "21st Century Work Skills", which have some overlap with GE outcomes (handout). Current requirement is to show assessment of GE separately. Need to align course outlines with different GE outcomes.
 - c. New Mission statement is being drafted by SRJC. Discussion followed re: how SRJC will meet standards of assessing GE outcomes such as analytical vs. critical thinking skills, and including CTE certificate as well as associate degree students. Can we align assessments of courses and majors with GE outcomes without lots of extra work? The concept of "whole learning" was presented as an overall outcome.
6. Communications for April/May – Kris will send email re: importance of documenting completion of assessments in PRPP document (SLO tracking)
7. What's in a name? Proposed name change to SLO Assessment Committee-Kris Tabled until May meeting.

Meeting adjourned 2:40 pm
Respectfully submitted
Anne O'Donnell